



**Town of Arlington, Massachusetts**  
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## Minutes 10/04/2007

### Capital Planning Committee Meeting Minutes October 4, 2007

In attendance were:

Steve Andrew  
 Steve Gilligan  
 John FitzMaurice  
 Charles Foscett, Chairman  
 Nancy Galkowski\*  
 Ruth Lewis  
 Anthony Lionetta  
 Susan Mazzarella\*  
 Barbara Thornton

\* Denotes those not in attendance

**1. Initiate Meeting:** Charlie Foscett called the meeting to order. Minutes of the Sept 20<sup>th</sup> meeting were reviewed and approved. Comments included changing the nomenclature of John FitzMaurice's appointment from "Co" Chair to "Vice" Chair and correcting the spelling of Steve Mazzola's name. CPC members were provided with a request from Health and Human Services and a report from John Bean on prior year DPW items. Charlie was provided with a copy of the Rink contract.

**2. Police / Fire Subcommittee:** John FitzMaurice offered comments on Police & Fire Department requests. A written report of the subcommittee's meeting will be provided by the next CPC meeting. Comments focused on the Fire Department requests for the two Fire Stations for which the projected costs have been significantly increased over those in last year's plan. The issue raised was that these need to be realistic and raising them without a firm basis harms the plan and the process.

Also, there was discussion about the request for a Quint in FY 09. It appears that this vehicle will only fit into the bay at the new Park Circle Station. There were questions raised on the number of firefighters that would now have to be stationed at Park Circle, in order to operate the quint and really take advantage of having one in Town. Other questions raised included: How many other communities in Mass. have them, whether we have interviewed these communities on how they like them, what is the logic on reducing the number of apparatus at the other stations in that these other stations serve the greater majority of the Town, and what is the logic of having this heavy piece of apparatus up on the hills when a lighter more agile vehicle would seem to be more suitable. John will meet with the Fire Chief again to discuss these issues and will report back to the CPC.

**3. Administration Subcommittee – Selectman:** Barbara Thornton and Ruth Lewis reported on the Selectman's requests (written report provided). There is a question on the higher cost of the photocopier (full-term \$21,000), as compared to the Treasurer's office photocopier (full term \$18,000). There was discussion about the Security System request and the suggestion to combine this with systems requested by other departments (Treasurer, Selectmen, Comptroller and others). This could lead to a better price and provide compatible systems. Barbara Thornton will review this situation.

**4. Administration Subcommittee – Human Resources:** This request is for renovations to their office space at 27 Maple Street. It is the subcommittee's recommendation that this request be not accepted into FY 09 Plan and that they should pursue the

Redevelopment Board (who manage the site) for the cost of these renovations/upgrades. The Town operates this property as a self contained unit, and therefore this cost should be covered by the business plan for the building.

**5. Finance Subcommittee – Redevelopment Board:** Steve Andrew reported on the subcommittee's meeting with Kevin O'Brien and Dave Perry. The Redevelopment Board has submitted an extensive list of requests. The subcommittee requested more information, including detailed business plans for each of the various sites operated. There was discussion about these capital requests being created by a practice of deferred maintenance. Lease fees charged for the rental of space should be structured to include the cost of maintenance. The question was raised whether lease charges (\$3-\$4/SF) are too far below market rate (\$8-\$10/SF). More information has been requested.

**6. Next Meeting:** The next meeting is scheduled for October 18, 2007 at **5PM**.

**7. Adjournment:** Meeting was adjourned.